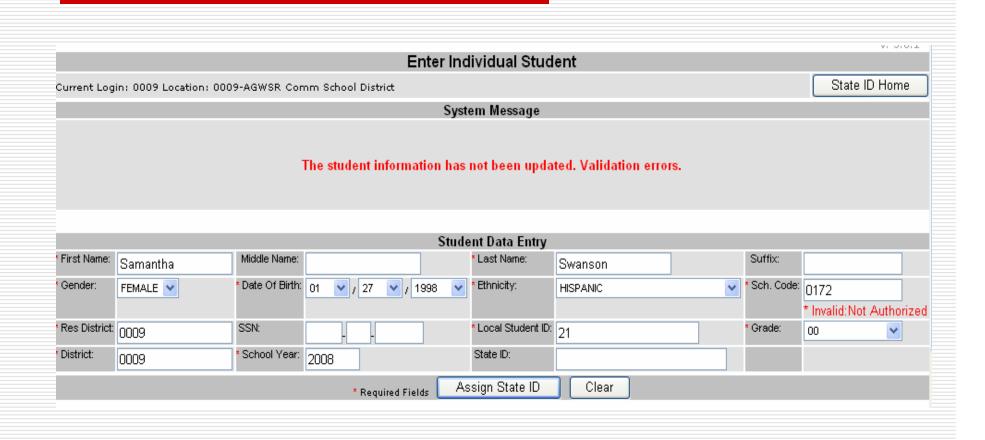
Update:

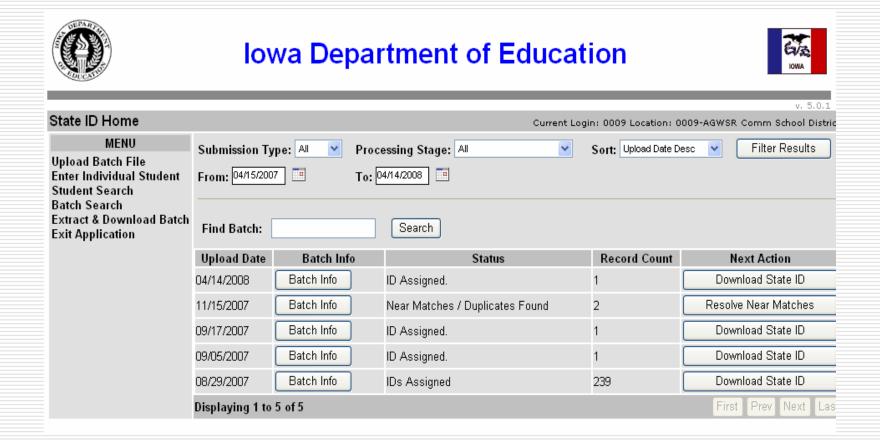
State IDs

Version 5.0.1

- Building number (sch code) of students being submitted is being checked against the State ID user.
- Building level users: Building numbers have been collected but not used during the past 4 years. These MAY be in error.
- If you receive the error message, "Invalid, not Authorized", contact me so I can fix your building number in the security application.



State ID is now menu-driven



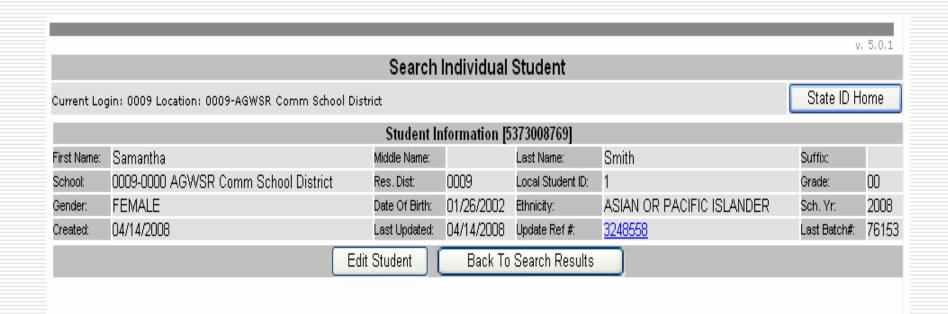
Edit Student Feature

□ If the student has your district number and the same building number as your access level, you can Edit the student's information through Student Search.

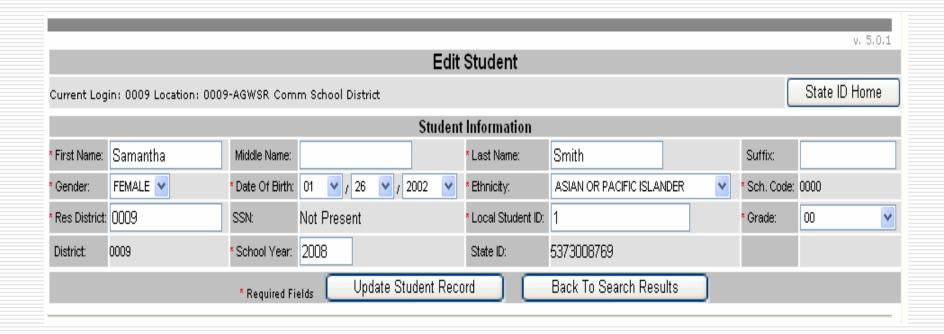
				v. 5.0.1
	0	- II'i -I I OtI t		V. 5.0.1
	Searci	n Individual Student		
Current Login: 0009 Location: 0009-AGWSR Cor	nm School District			State ID Home
Simple Search Advanced Search	State ID Search			
* First Name:	Middle Name:	* Last Name:		Suffix:
Date Of Birth: mm 🕶 / dd 💌 / yyyyy				
*Required Fields Search Clear				
Formulation				
For assistance				

v. 5.0.1							
		Sear	ch Individ	ual Student			
Current Login: 0009 Lo	ocation: 0009-AGWSR Co	omm School District					State ID Home
Simple Search	Simple Search State ID Search						
* First Name: Samai	ntho	Middle Name:		* Last Name:	Smith	Suffix:	
		Wildule Name.		Last Name.	Smith	Sullix.	
Date Of Birth: 01	🗸 / 26 💌 / 2002 💌						
* Required Fields Search Clear							
Search Results							
Last Name	First Name	Middle Name	Suffix	Date Of Birth	Gender	Match	Probability
<u>Smith</u>	<u>Samantha</u>			01/26/2002	FEMALE	0.963 [MATCH]	
						-	

Click Edit Student



Change name fields, date of birth, gender, resident district



Students less than 18 on Sept. 15, 2007:

<u>count</u>	school year	<u>%'age</u>
60,987	2004	11%
157,854	2005	27%
78,223	2006	14%
74,267	2007	13%
204,810	2008	35%
1,140	2009	

Updating the database

- Over half the students in the State ID database have not been updated as recently as two years ago.
- While this was not a primary concern four years ago, it is now a growing concern.
- If a student's name has changed or date of birth is in error, the student may not be found and identified as eligible for Free Lunch.

What this means to your district

- If a paid student charges 10 meals and the money is not collected, the district has lost \$15.80.
- ☐ If a direct certified student charges 10 meals and is later identified for free lunch, the district has lost \$24.70.
- The district is out the paid meal price and the paid reimbursement which is nearly \$1 per meal.

06-07 example from Food and Nutrition

When names or dates of birth are not correct:

- Students are not identified for Free Lunch through Direct Certification.
- New IDs are created by AEA's and districts resulting in more than one ID per student.
- Community Colleges cannot find matches.

Recommendation:

- Update all IDs once a year.
- Batch Files can be run quickly for the entire district and/or building.
- Near matches will only occur for students with changes in a name field or date of birth.
- □ In order to positively influence the Direct Certification information for 2008-2009, upload a new ID file sometime between now and July.

Uploading a batch file:

- Create batch file in your student information system.
- Upload file to the State ID application.
- Browse, find file, select it, Open, and Upload.
- Validate Data (filter results/refresh browser)
- ☐ Fix Errors.
- Assign IDs (filter results/refresh browser)
- Download only if new IDs were assigned.

Create batch file in your student information system.

- Seek assistance from your technology person within your district.
 - JMC look under EASIER, Export . . .
 - Most other software, look under State Reports
 - Feel free to contact your vendor for assistance.
 - Most of the time I can blindly help you create your extract.

Upload file to the State ID application.

- Obtain your own login and password
 - DO NOT use someone else's access.
- http://www.iowa.gov/educate/content/blogcategory/45/907/ scroll to bottom of the page to locate the State ID policy statement and assurance statement. Complete page 9 only.

Upload file to the State ID application

Log into State ID at www.edinfo.state.ia.us

Iowa Department of Education

IDOE Web Application Server

DO NOT USE YOUR REFRESH, BACK, OR FORWARD BROWSER BUTTONS WHILE USING THIS WEBSITE!

Login ID

Password

Submit

Please enter a Login ID and Password and click on the Submit button

Upload file to the State ID application

Access the State ID application.

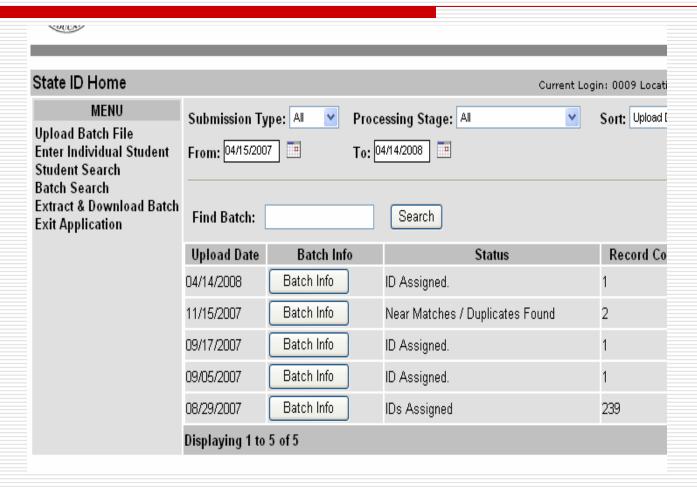


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APPLICATION MENU					
Login: 0009 User:					
APPLICATION	STATUS	DUE DATE			
State ID	Available				
Exit					

Upload Batch File



Browse, Find File, Select File, Open, Upload.



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	Upload Batch File
Current Login: 0009 Location: 0009-AGWSR Comm School District	
File to Upload:	Browse Upload
	For assistance

email Carla Schimelfenig or call (515) 281-3111

or email Gary.Kirchhoff or call (515) 281-6278



Validate Data to begin the process



Iowa Department of Education



v. 5.0.1

Upload Batch File

Current Login: 0009 Location: 0009-AGWSR Comm School District

State ID Home

Upload Date	Batch Info	Status	Record Count	Next Action
04/14/2008	Batch Info	File Uploaded, Begin Validation Stage	21	Validate Data

For assistance

email Carla Schimelfenig or call (515) 281-3111 or email Gary.Kirchhoff or call (515) 281-6278



Would you like the file to automatically begin validation after the file uploads successfully?

Click State ID Home or refresh your browser.



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v. 5.0.1

Validate Data

Current Login: 0009 Location: 0009-AGWSR Comm School District

State ID Home

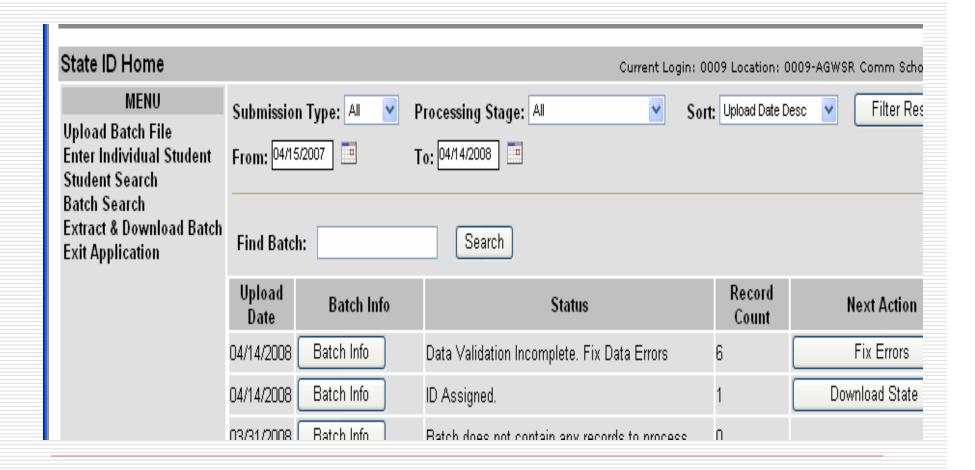
Upload Date	Batch Info	Status	Record Count	Next Action
04/14/2008	Batch Info	Data Validation is in progress.	In Progress	Check for completion later.

For assistance

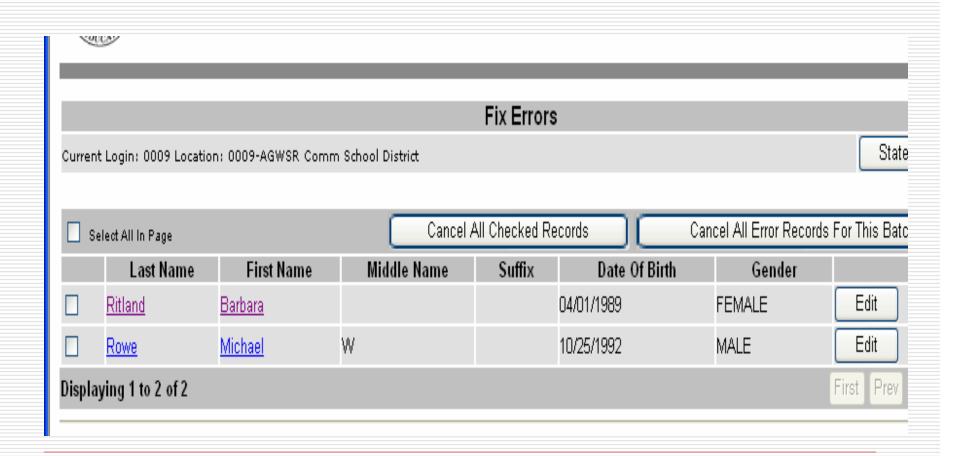
email Carla Schimelfenig or call (515) 281-3111 or email Gary.Kirchhoff or call (515) 281-6278



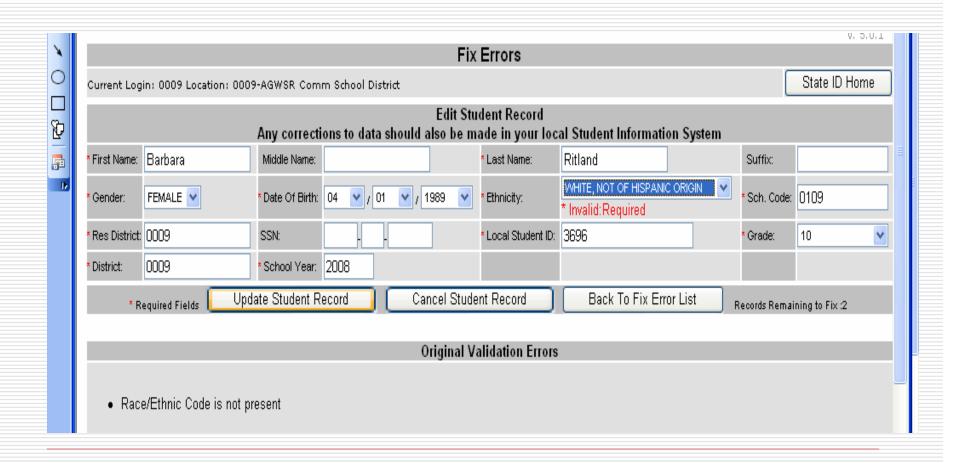
Fix Errors



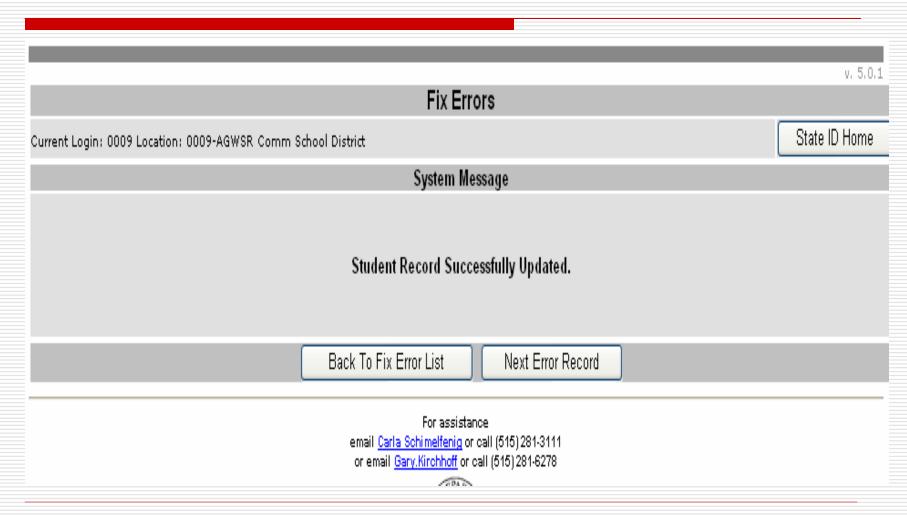
Select a student to fix



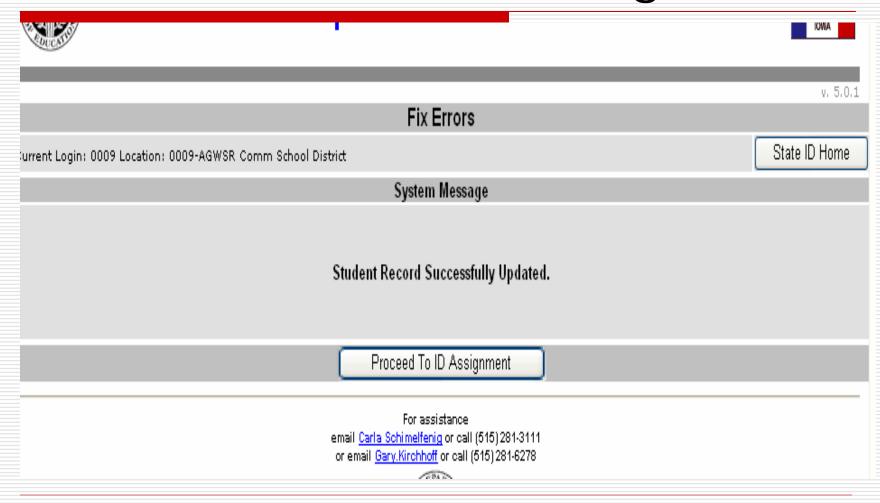
Correct data error and click Update Student Record



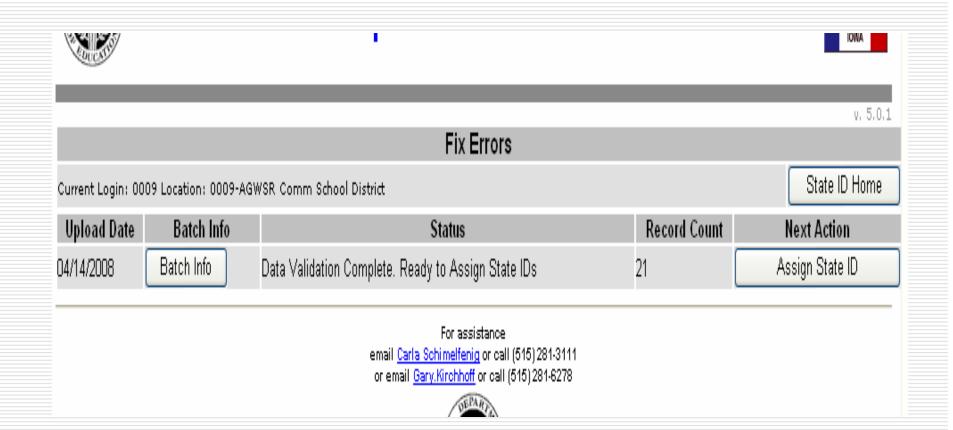
Click Next Error Record until all errors are corrected.



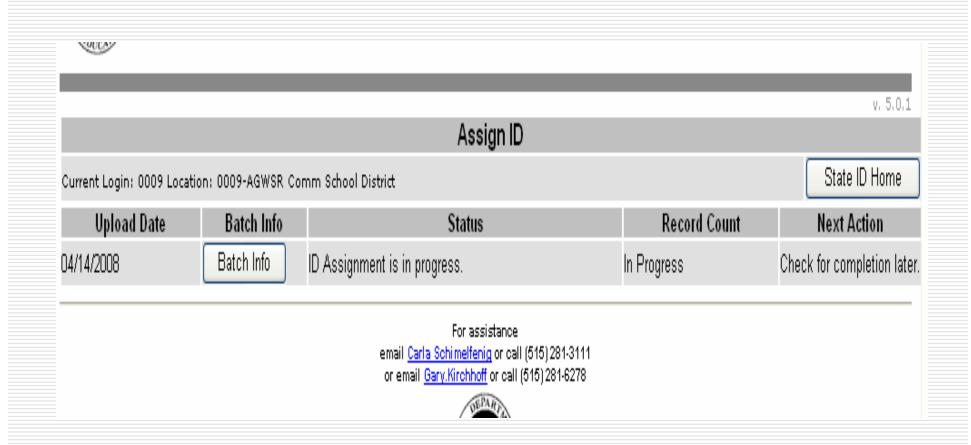
Click Proceed to ID Assignment



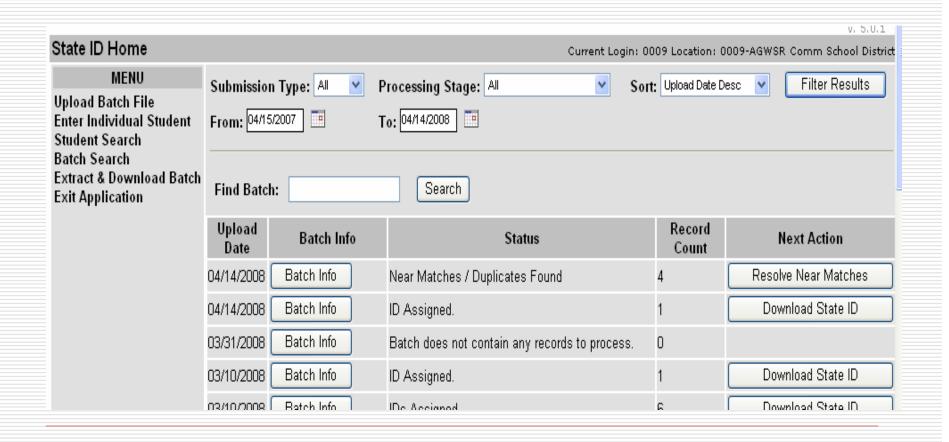
Click Assign State ID



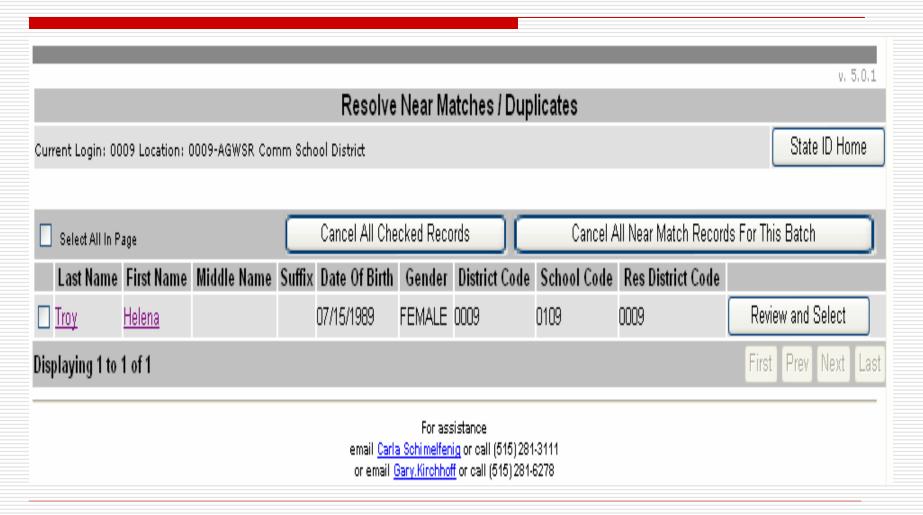
Click State ID Home or refresh your browser.



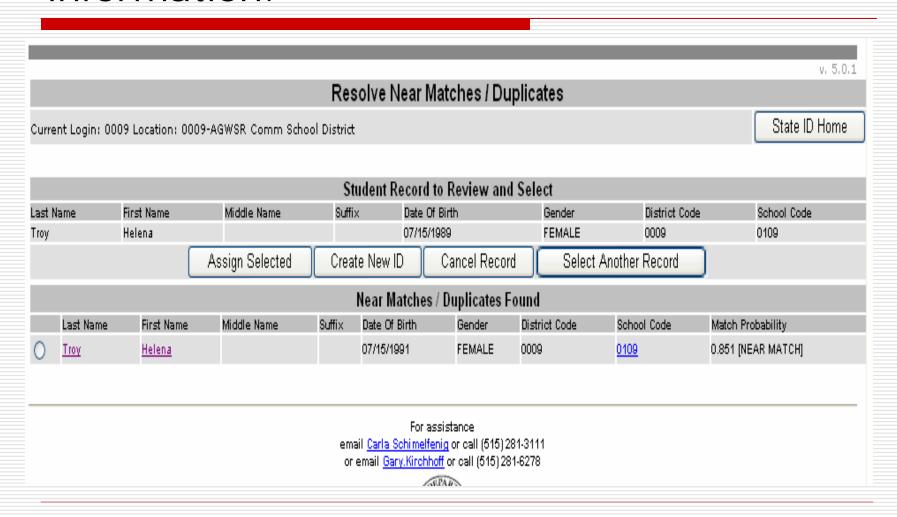
Resolve Near Matches



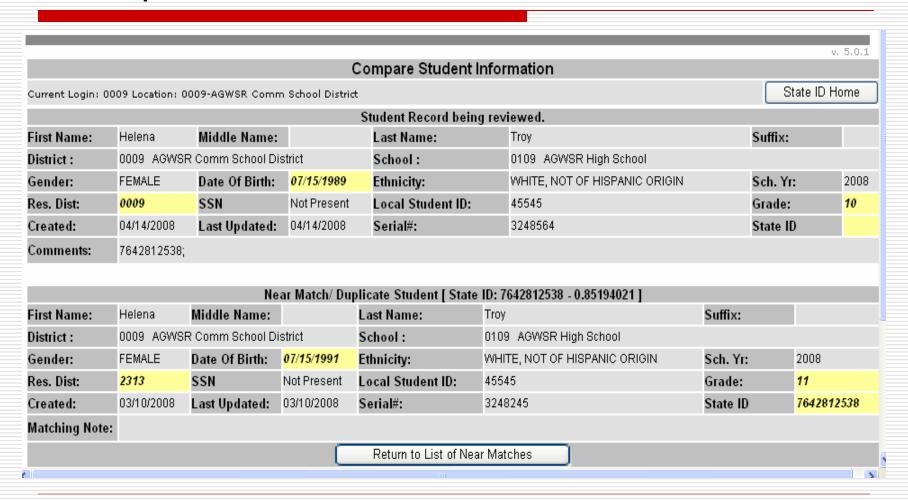
Select Student record to review



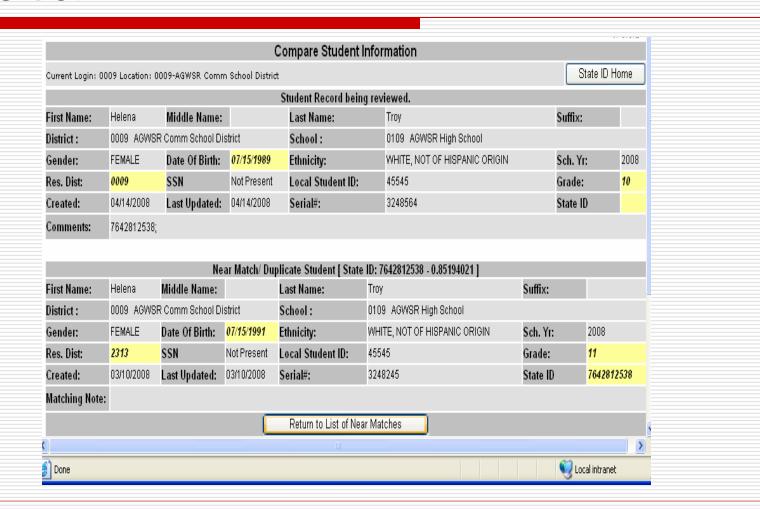
Decide: Assign selected, Create New ID, or Cancel Record. Click Name link for more information.



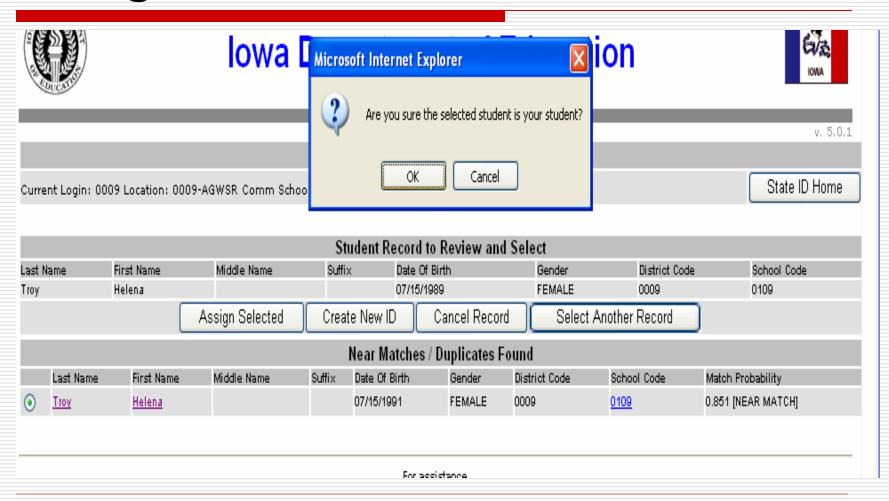
Review data presented: Incoming record is on top; database record is below.



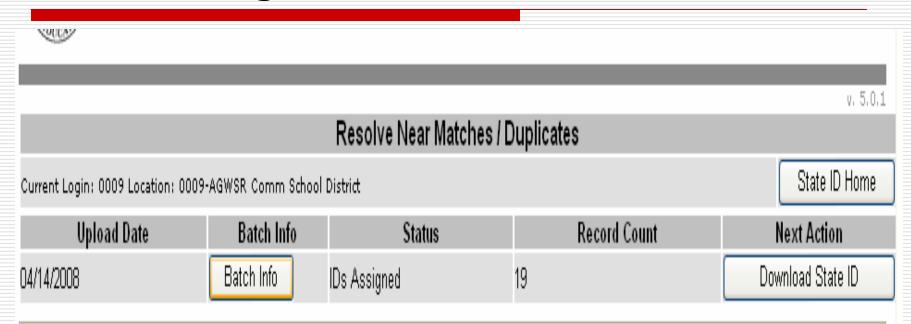
Compare yellow fields for differences. Select Return to List of Near Matches to resolve.



Assign Selected was chosen:



Check Batch Info to see if new IDs were assigned.



For assistance

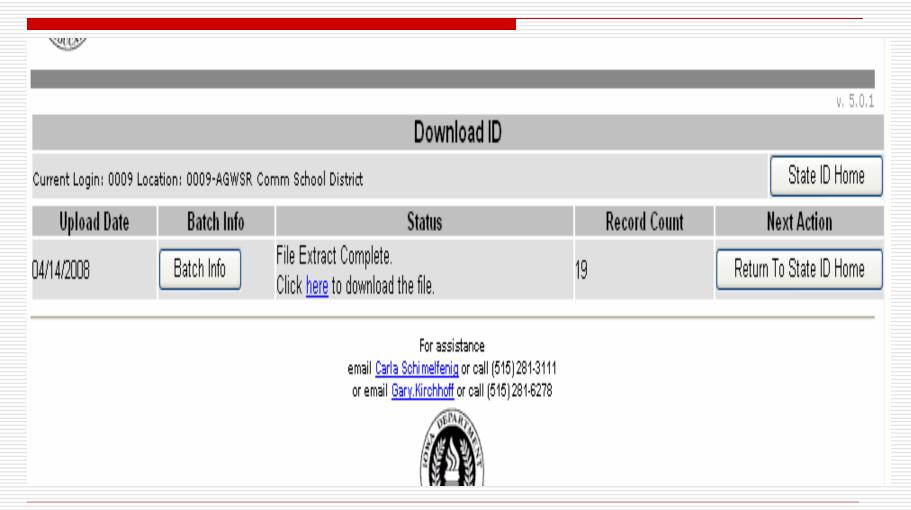
email Carla Schimelfenig or call (515) 281-3111 or email Gary. Kirchhoff or call (515) 281-6278



If new IDs were assigned, download the file.

Batch Information : Batch 76155				
Batch Statistics Processing Info Download Info Gen	eral Info			
ID Assignment Complete				
Student Found and History Created During Match Resolution Stage	2			
New ID Assigned - No Matching Record Found	15			
Student Found and History Created During Assign ID Stage	2			
Canceled				
Canceled During Match Resolution Stage 2				
Close Window				

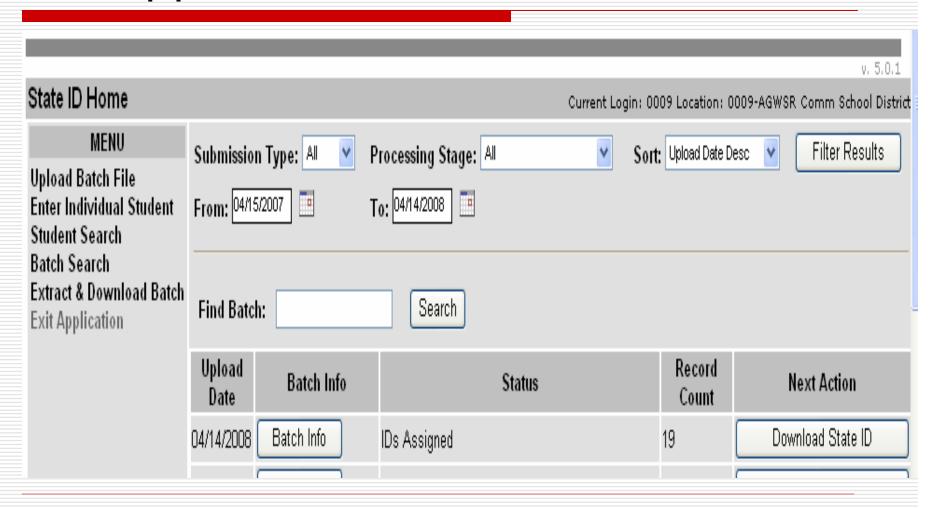
Click Download State ID. Click on the word here.



On a PC, Save the file. On a Mac, the downloader will download the file to your desktop.



Return to State ID Home and Exit the application.



Version 6.0

- ☐ Coming in August 2008
- New Matching Engine